**CONTINGENCY PLAN FOR COVID-19, RED AND YELLOW LEVELS**

MEASURES FOR RED AND YELLOW LEVELS

As much outdoor activity as possible. See the infection control rules.

**Opening hours** at the **red level**: 08:30 – 15:30 All staff members will work during all opening hours.

* **Opening hours** at the **yellow level**: 07:45 – 16:30 Drop off 08:00 - 09:00, pick up 15:00 - 16:00.
* In summer, staff members will arrive before opening hours and prepare for handwashing. In winter, staff members will arrive before opening hours and shovel snow from the stairs by the entrance.
* Children of essential personnel with critical roles can request different opening hours, and must be accommodated.

**Drop off and pick up**

**Summer:**

* Children will be dropped off and picked up outside in designated zones. All three gates will be used. Parents will hand over or hang up the children’s backpacks outside. Backpacks must be waterproof and contain the clothing, food and drink the children will need for the day. The children must arrive wearing outdoor clothing. Parents must put prams and stroller in their place.
* Parents are asked to maintain a distance of one metre from staff members, and must not enter the preschool building.

**Winter:**

* Children will be dropped off and picked up in designated zones.
* **Red and yellow levels:**   
  Younger children will be dropped off on the preschool veranda. Parents must not enter the preschool building. Parents must phone 10 minutes before picking up their children.  
  Older children will be dropped off by the front door of the building. Parents must not enter the preschool building. Parents must phone 10 minutes before picking up their children.
* All three gates will be used. Parents must put prams and stroller in their place.

**Placing children in cohort groups**

* Cohorts will include the same children and adults, but can be altered weekly after a weekend. Two cohorts at a time may cooperate on performing practical tasks, taking breaks, etc., but must maintain an appropriate distance from each other. Cooperative cohorts may also be indoors together, but in different rooms, or with the appropriate distance from each other. Cohorts may be together if necessary, but for no more than 15 minutes.
* At the **red level**: Younger children: 4–5 children per cohort, plus one adult per 3 children.Older children: 8–10 children per cohort, plus one adult per 6 children.
* At the **yellow level**: Each unit is considered one cohort. Kindergarten and junior club may be considered their own cohorts on a weekly basis.

**Meals:**

* At the **red level** and **yellow level**: : Food will not be prepared at the preschool. Children must bring their own food and drinks from home.

**Infection control among staff**

* One metre distance between colleagues and between staff and parents. Meetings will be held with the appropriate distance, preferably outdoors or digitally.
* Maintain the appropriate distance during breaks.
* All events with parents are cancelled. We will find other ways to celebrate traditions with the children.
* Avoid hugging and shaking hands.
* Avoid public transport to and from work, if possible.
* Follow hygiene guidelines.

**Sick children and staff members**

* Staff members with sore throats, coughs, cold symptoms and/or fever must not come to work at the preschool until they have been symptom-free for at least 24 hours. Contact your doctor if you need testing or a sick leave note. Preschool staff members will be prioritised for testing if a doctor believes this is necessary.
* Children with cold symptoms, such as a runny nose, etc. that is not due to known allergies or other chronic conditions must be kept at home or sent home.
* Sick parents must not drop off or pick up children.

The Infection control guidelines from Udir (Norwegian directorate for Education and Training) gives detailed information on who can and cannot come to preschool.

<https://www.udir.no/kvalitet-og-kompetanse/sikkerhet-og-beredskap/informasjon-om-koronaviruset/smittevernveileder/barnehage/>

**Hygiene**

Hygiene guidelines apply to red, yellow and green levels. Posters with instructions for handwashing and infection control are hung on the walls of all units.

Cough and sneeze in tissues, and throw the tissue away afterwards. Or cough and sneeze inside your elbow.

* Staff members must wash their hands:
  + When arriving at preschool.
  + Before going home.
  + Before and after meals.
  + After using the toilet, either alone or when accompanying children.
  + After diaper changes, even though gloves must be worn when changing diapers.
  + After wiping children’s noses, or their own noses.
  + After coughing or sneezing.
* Children must wash their hands:
  + When arriving at preschool. There are receptacles for water, hand soap and paper towels in the white cellar. Take this out for drop-offs and pick-ups outdoors.
  + Before and after meals.
  + Before going home.
  + When hands are visibly dirty.
  + After blowing their noses/coughing in their hands.
  + After using the toilet.
  + Bring wet wipes and hand sanitisers on walks. These are also stored in the white cellar.

**Cleaning**

* Frequently touched surfaces such as door handles, light switches, banisters and other surfaces must be cleaned before the children come inside.
* Tables and chairs must be cleaned before and after meals.
* Kitchen counters must be cleaned before and after use.
* Toilets, sinks and changing tables must be cleaned after use.
* Toys must be cleaned when changing cohorts, or they must be removed and isolated for 3 days.
* Children cannot bring toys from home, apart from special stuffed animals they sleep with.